



This letter is a legal document and cannot be altered in any way.

PLEASE PRINT

TRESPASS ENFORCEMENT REQUEST

* SAMPLE *

TO: Chief of Police, Mesa Police Department

FROM: YOUR Name John Doe (not your business name)

Mailing Address 1234 W. Heritage St Suite/Unit # 16

City Mesa State AZ Zip 85211

Phone (480) 123-4567 Cell (602) 987-6543 (optional)

E-mail JohnD@Yahoo.com * REQUIRED

I am the: ☒ Owner ☐ Manager ☐ Other (specify) _____

I, John Doe, as the owner or person having lawful control of

business / property name: ABC File Systems

located at (street address only; no intersections): 1234 W. Heritage St #16

hereby authorize the Mesa Police Department and its officers to act as my agents in enforcing the provisions of ARS 13-1502. Officers of the Mesa Police Department are specifically authorized to make reasonable requests to leave of any persons in or on the premises at a time or in a place wherein the premises are not open to the public. Furthermore, the officers are authorized to act as agents of the owner in arresting and prosecuting any persons who refuse a reasonable request to leave given by the officers.

Reasonable requests to leave may be made in person or by posting "NO TRESPASSING" signs, which give reasonable notice prohibiting entry on your property. The statement "Violators will be prosecuted under ARS 13-1502" must be printed on the sign, preferably in both English and Spanish. Signs must be placed at entryways and be highly visible.

The undersigned agrees to cooperate fully in the prosecution of persons subsequently arrested for violations occurring on the premises and certifies that he/she is the owner or person having lawful control over the premises listed above.

This authorization is in effect for one year from the date received by the Mesa Police Department. The undersigned owner agrees to notify Mesa Police Department in writing when this authority is revoked or amended and any change in contact information.

For emergency contact purposes, I can be reached by phone after hours at 602-987-6543, or by phone during normal business hours at 480-909-2146.

Signature John Doe Date 9-1-16

After completing this form, MAIL ORIGINAL to:

Mesa Police Department
Attn: Trespass Enforcement
P.O. Box 1466
Mesa, AZ 85211

ADMINISTRATION USE ONLY
DO NOT WRITE IN THIS BOX

District: _____

Date received: _____

Date expires: _____

By: _____